

**DELEGATION OF AUTHORITY
GENERAL, ADMINISTRATIVE, MISCELLANEOUS**

Agency Chief Financial Officer/Accounting,
Budgeting and Other Financial Management Activities

1. **AUTHORITY.** To serve as the EPA's Chief Financial Officer in accordance with the *Chief Financial Officers Act of 1990* and oversee all financial management and integrity activities relating to the programs and operations of the agency and manage the agency's Financial System in accordance with the *Budget and Accounting Act of 1950* and other applicable laws and regulations. The authorities of the position include:
 - a. [this authority is not redelegated to Regional Administrators]
 - b. To provide general accounting and fiscal services, and to establish, review and enforce, throughout the Region, internal control policies, standards and compliance guidelines involving financial management and financial management systems, including authority to require and ensure timely corrective actions regarding material weaknesses as required by the *Federal Managers' Financial Integrity Act*; and to exercise audit resolution and follow-up authorities as the agency's audit follow-up official;
 - c. To establish, in coordination with program managers, agency-wide control (including internal control processes) and to advise the Administrator on the contents, accuracy, and completeness of the annual FMFIA report;
 - d. [this authority is not redelegated to Regional Administrators]
 - e. [this authority is not redelegated to Regional Administrators]
 - f. To assure effective fiscal control over the accountability for all funds, property, and other assets for which the agency is responsible;
 - g. To receive and deposit funds;
 - h. [this authority is not redelegated to Regional Administrators]
 - i. [this authority is not redelegated to Regional Administrators]
 - j. [this authority is not redelegated to Regional Administrators]
 - k. [this authority is not redelegated to Regional Administrators]
 - l. To provide for the preparation and annual revision of the agency's 5-year financial management plans;
 - m. [this authority is not redelegated to Regional Administrators]
 - n. [this authority is not redelegated to Regional Administrators]
 - o. To ensure timely and accurate information on contract disbursements in relation to projected costs and actual commitments;
 - p. [this authority is not redelegated to Regional Administrators]
 - q. [this authority is not redelegated to Regional Administrators]
 - r. [this authority is not redelegated to Regional Administrators]
 - s. [this authority is not redelegated to Regional Administrators]
 - t. With respect to agency financial reporting:
 - i. [this authority is not redelegated to Regional Administrators]

- ii. [this authority is not redelegated to Regional Administrators]
- iii. [this authority is not redelegated to Regional Administrators]
- iv. [this authority is not redelegated to Regional Administrators]
- v. [this authority is not redelegated to Regional Administrators]
- vi. To advise and provide direction to agency program managers on financial management matters; and
- vii. [this authority is not redelegated to Regional Administrators]
- u. To exercise human resource authorities identified in the *Chief Financial Officers Act of 1990* and OMB implementing guidance. Specifically:
 - i. [this authority is not redelegated to Regional Administrators]
 - ii. [this authority is not redelegated to Regional Administrators]
 - iii. [this authority is not redelegated to Regional Administrators]
 - iv. Provide agency-wide policy advice on qualifications, recruitment, performance, training, and retention of financial management personnel to ensure a cadre of qualified financial management professionals throughout the agency;
 - v. To designate certifying officers for payments and agency officials to receive Treasury checks and bonds;
 - vi. To determine when debts due the agency by employees which arise from erroneous payments will be recovered through involuntary installment deductions from the employee's salary in accordance with 5 U.S.C. 5514 and 5584, and 40 C.F.R. Part 13, subpart C, and any other authorities authorized under this provision (see paragraphs 3, LIMITATIONS, and 4, REDELEGATION AUTHORITY)
 - vii. [this authority is not redelegated to Regional Administrators]
 - viii. [this authority is not redelegated to Regional Administrators]
 - ix. [this authority is not redelegated to Regional Administrators]
 - x. [this authority is not redelegated to Regional Administrators]
 - xi. [this authority is not redelegated to Regional Administrators]
 - xii. [this authority is not redelegated to Regional Administrators]
 - xiii. [this authority is not redelegated to Regional Administrators]
 - xiv. [this authority is not redelegated to Regional Administrators]
 - xv. [this authority is not redelegated to Regional Administrators]

2. **TO WHOM REDELEGATED.** These authorities are redelegated through the Assistant Regional Administrator, or equivalent, to the Regional Comptroller, or equivalent, or financial management officers, or equivalent.

3. **LIMITATIONS.**

- a. The agency claims officer in the Office of General Counsel must be consulted on determinations to recover debts through involuntary installment deductions from the employee's salary which arise from erroneous payments (subparagraph 1.u.), if the employee disputes either the entire determination or the amount owed to agency.
- b. None of these delegations should be interpreted to infringe on the Inspector General's independence or authority to conduct, supervise and coordinate audits and investigations relating to the agency's programs.

4. REDELEGATION AUTHORITY.

- a. These authorities may not be redelegated.
- b. An official who redelegates an authority retains the right to exercise or withdraw the authority. Redelegated authority may be exercised by any official in the chain of command down to the official to whom it has been specifically redelegated.

5. SUPERSESSION. This delegation supersedes R10 1-16 (11/07/2005) and any other delegation of the same authority.

6. ADDITIONAL REFERENCES.

- a. The *Chief Financial Officers Act of 1990* (PL 101-576) created the position of CFO in 23 major departments and agencies, including the EPA. The CFO is the agency's chief financial management policy officer and serves as the chief financial management advisor to the Administrator. The agency's CFO is appointed by the President with the advice and consent of the Senate. The Administrator selects the deputy CFO. In the absence of the CFO, the deputy CFO serves as the CFO on all matters addressed in this delegation. Delegation 1-16 was revised incorporating the provisions of the December 2, 2013 amendment relating to charging Biennial User Fees in accordance with OMB Circular A-25.
- b. EPA Delegation 1-16.

August 16, 2018
Date



Chris Hladick
Regional Administrator